

**Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Eighth Town Council of Highland
Monday, May 06, 2013**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, May 06, 2013** at the time of 7:00 o'clock p.m.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, Dan Vassar, Konnie Kuiper and Brian Novak were present. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

Also present: George Georgeff, Commander; Highland Metropolitan Police Department.

General Substance of Matters Discussed

1. The Town Council discussed three-year contract with Mad Bomber Inc, for fireworks display services. It was noted that the current proposed agreement would begin in 2014 and would lock in prices for the three years at only \$500 more annually over the expiring agreements. There was no objection to placing the matter for the consideration of the Town Council at its meeting of Monday May 13, 2013.
2. The Clerk-Treasurer presented a pie chart and associated analysis regarding the final tax rates for FY 2013. It was noted that 31¢ of each property tax dollar paid by a resident is for Highland Civil Government excluding Sanitary and Waterworks Districts.
3. The Clerk-Treasurer briefed the Town Council regarding some health issues in his family from the past several months and his own health condition, prostate cancer, which requires surgery. The Clerk-Treasurer noted that he had delayed acting on his health issue owing to the cancer of his mother and the health issues of his dad. It was noted that the Clerk-Treasurer would be out with surgery beginning May 14, 2013 and could be out at least two weeks with light duty for an additional two weeks, absent any complications.
4. The Town Council discussed moving forward with the capital plan for construction of a new public safety facility and or a new Town administrative building. It was noted that there were preliminary designs for a police – fire combination facility.

The discussion included the desirability of selecting a project manager to for the projects and then to seek design professionals. The Town Council President noted that a formal proposal for services had been reduced to writing and received from The Skillman Corporation. The Town Council President asked that the matter be placed on the agenda for Monday, May 13, 2013 for the consideration of the Town Council and possible action.

5. The Town Council and the Clerk-Treasurer discussed completion of the Human Resource consultation regarding the update to the personal policies fixed in the compensation and benefits ordinance. In addition, the discussion included engaging the same consultants for a compensation external and internal equity study. It was suggested that a meeting with the consultants be set for a study session in late June or July, making it the single subject of the meeting.
6. The Town Council President reported that Councilor Zemen and he had met with Shawn Pettit of Lamar Outdoor regarding a possible new location for an outdoor sign. The Town Council President further indicated that he did not encourage further inquiries on the strength of the existing zoning ordinance regarding outdoor signs and

recent actions that the Town Council took denying similar requests from another outdoor advertising company.

7. The Town Council discussed a request for proposals that the Public Works Director transmitted regarding possible storm water/wastewater overflow above ground storage tanks as a possible element of a storm water wastewater inflow control plan.
8. The Town Council discussed the importance of establishing a street resurfacing plan as well as a street repair and reconstruction plan. During the discussion, individual councilors reported on streets that each believed were in need of special attention.
9. The Town Council also discussed briefly the condition of certain parkways, the need to correct and maintain these public ways and the ways and means of meeting this need.
10. Commander George Georgeff of the Metropolitan Police Department offered a verbal briefing regarding a recent visit that Mr. James Slagle of the Town Board of Metropolitan Police Commissioners and he had taken to the Wilson-Estes Architectural offices in Kansas City, Missouri. Commander Georgeff reported favorably on the experience and represented that Commissioner Slagle would favorably report as well. Wilson Estes Architects specialize in designing police facilities. The firm had been engaged nearly eight years ago to provide preliminary design ideas for a new police facility in Highland.
11. The Town Council discussed some matters before the Plan Commission and the status of the request presented by petitioners Gastevich LLC.

There being no further business to be discussed by the Town Council, the regular study session of the Town Council of **Monday, May 06, 2013**, was adjourned at 8:10 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer